



# SEATTLE CITY COUNCIL

## Legislative Summary

CB 118529

Record No.: CB 118529

Type: Ordinance (Ord)

Status: Passed

Version: 1

124920

In Control: City Clerk

File Created: 09/15/2015

Final Action: 12/01/2015

**Title:** AN ORDINANCE relating to certain functions of the executive branch of City government; creating a Seattle Information Technology Department; establishing the powers and duties of the new department; abolishing the Department of Information Technology and transferring functions currently performed by that department; transferring functions currently performed by other departments in the executive branch; making provisions for transition; adding Chapter 3.23; repealing Chapters 3.22 and 18.14; and amending Sections 3.39.020, 4.13.010, 5.09.020, 10.02.060, 15.32.300, and 21.60.040 of the Seattle Municipal Code.

### Date

Notes:

Filed with City Clerk:

Mayor's Signature:

Sponsors: Licata

Vetoed by Mayor:

Veto Overridden:

Veto Sustained:

**Attachments:** CB 118529 Att A - Positions Transferring to Seattle IT, CB 118529 Att B - Repealed Chapter 3.22, CB 118529 Att C - Repealed Chapter 18.14

**Drafter:** adam.schaefer@seattle.gov

**Filing Requirements/Dept Action:**

### History of Legislative File

Legal Notice Published:

☐ Yes

☐ No

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Mayor	09/28/2015	Mayor's leg transmitted to Council	City Clerk			
	Action Text: The Council Bill (CB) was Mayor's leg transmitted to Council. to the City Clerk						
	Notes:						
1	City Clerk	10/20/2015	sent for review	Budget Committee			
	Action Text: The Council Bill (CB) was sent for review. to the Budget Committee						
	Notes:						
1	Full Council	10/26/2015	referred	Budget Committee			
	Action Text: The Council Bill (CB) was referred. to the Budget Committee						

Notes:

- 1 Budget Committee 11/16/2015 pass Pass  
Action Text: The Committee recommends that Full Council pass the Council Bill (CB).  
Notes:  
In Favor: 8 Chair Licata, Member Bagshaw, Member Burgess, Member Godden,  
Member O'Brien, Okamoto, Member Rasmussen, Member Sawant  
Opposed: 0
- 1 Full Council 11/23/2015 passed Pass  
Action Text: The Council Bill (CB) was passed by the following vote and the President signed the Bill:  
In Favor: 9 Councilmember Bagshaw, Council President Burgess, Councilmember  
Godden, Councilmember Harrell, Councilmember Licata, Councilmember  
O'Brien, Okamoto, Councilmember Rasmussen, Councilmember Sawant  
Opposed: 0
- 1 City Clerk 11/30/2015 submitted for Mayor  
Mayor's signature  
Action Text: The Council Bill (CB) was submitted for Mayor's signature. to the Mayor  
Notes:
- 1 Mayor 12/01/2015 Signed  
Action Text: The Council Bill (CB) was Signed.  
Notes:
- 1 Mayor 12/01/2015 returned City Clerk  
Action Text: The Council Bill (CB) was returned. to the City Clerk  
Notes:
- 1 City Clerk 12/01/2015 attested by City  
Clerk  
Action Text: The Ordinance (Ord) was attested by City Clerk.  
Notes:
-

**CITY OF SEATTLE**  
**ORDINANCE** 124920  
**COUNCIL BILL** 118529

AN ORDINANCE relating to certain functions of the executive branch of City government; creating a Seattle Information Technology Department; establishing the powers and duties of the new department; abolishing the Department of Information Technology and transferring functions currently performed by that department; transferring functions currently performed by other departments in the executive branch; making provisions for transition; adding Chapter 3.23; repealing Chapters 3.22 and 18.14; and amending Sections 3.39.020, 4.13.010, 5.09.020, 10.02.060, 15.32.300, and 21.60.040 of the Seattle Municipal Code.

WHEREAS, technology is essential to providing City services and transparent access to and communication with the public, enabling digital equity across the City, and is therefore required for Seattle to achieve its vision of an affordable, safe, vibrant, innovative, and connected city; and

WHEREAS, the powerful reach and efficiency of information technology tools increases the harm caused when they are compromised or misused, and the City therefore requires ever heightened vigilance to protect the data and the systems entrusted to it by the public and other stakeholders; and

WHEREAS, the City makes substantial investment in its information technology program through the decentralized and often duplicative effort of many City departments; and

WHEREAS, information technology is evolving at such a rapid pace that no one current City department has the scale to stay ahead of, seize opportunities created by, and mitigate risks associated with technology changes; and

WHEREAS, new governance bodies have been established to allow department directors to provide strategic direction and input on the provision of information technology services and projects; and

1 WHEREAS, the Mayor has proposed a reorganization of City government that centralizes  
2 planning and delivery of information technology services in a new Seattle Information  
3 Technology Department in order to make more efficient use of existing technology  
4 resources, make strategic decisions to meet technology needs through fewer, more robust  
5 platforms, increase technology security across City departments, and provide broader  
6 opportunities for expert consultation, training, and career advancement for information  
7 technology professionals; and

8 WHEREAS, the deliberate pace of the proposed reorganization calls for the abolishment of the  
9 Department of Information Technology effective April 6, 2016, and revision of the  
10 Seattle Municipal Code to reflect the proposed reorganization;

11 NOW, THEREFORE,

12 **BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:**

13 ESTABLISHMENT OF NEW DEPARTMENT

14 AND TRANSFER OF FUNCTIONS

15 Section 1. A new Seattle Information Technology Department is created to carry out the  
16 administration and oversight of City information technology services as set forth in this  
17 ordinance. The incumbent Chief Technology Officer and Director of the Department of  
18 Information Technology shall be the first head of the department, who shall continue to serve the  
19 remainder of the term through December 31, 2017.

20 Section 2. Chapter 3.22 of the Seattle Municipal Code, Department of Information  
21 Technology, last amended by Ordinance 124736 and that currently reads as shown in Attachment  
22 B to this ordinance, is repealed, and the Department of Information Technology is abolished.

1           Section 3. All rules, regulations, notices, and proceedings in effect on the effective date  
2 of this ordinance with respect to activities carried out by the Department of Information  
3 Technology shall continue in effect under the authority of the Seattle Information Technology  
4 Department, unless and until they expire of their own terms or are superseded, and the powers,  
5 duties, obligations, and responsibilities of the Chief Technology Officer and Director of the  
6 Department of Information Technology shall be vested in and performed by the Chief  
7 Technology Officer and Director of the Seattle Information Technology Department, unless  
8 otherwise provided by this or another ordinance.

9           Section 4. Except as provided for in this or another ordinance, all the functions,  
10 responsibilities, agreements, obligations, authorization, powers, equipment, records,  
11 appropriations, funds, assets, and liabilities of the Department of Information Technology shall  
12 belong to and be executed by the Seattle Information Technology Department.

13           Section 5. The functions, responsibilities, agreements, obligations, authorization, powers,  
14 equipment, records, appropriations, funds, assets, and liabilities related to information  
15 technology activities in the Office of the Arts and Culture, Seattle Center Department, the Office  
16 for Civil Rights, Department of Neighborhoods, Department of Planning and Development, the  
17 Department of Finance and Administrative Services, the Human Services Department, the Office  
18 of Housing, the Parks and Recreation Department, the Seattle City Light Department, the Seattle  
19 Department of Transportation, the Seattle Fire Department, the Seattle Police Department, and  
20 the Seattle Public Utilities Department shall be met, performed or directed by the Seattle  
21 Information Technology Department. The Chief Technology Officer, in the Officer's capacity as  
22 the Director of the Seattle Information Technology Department, is authorized to perform and  
23 exercise all City responsibilities, duties, obligations, and powers related to information

1 technology theretofore belonging to the directors of those departments, including without  
2 limitation any such responsibilities, duties, obligations, and powers that may be created by  
3 ordinance after the passage of this ordinance, unless expressly stated in the later ordinance.

4       Section 6. For purposes of this ordinance, unless the context otherwise clearly requires,  
5 “information technology” shall mean telecommunications, data, and supporting physical  
6 infrastructure, including the telephone system, radio system, and fiber optic network;  
7 applications and application infrastructure, computer engineering and operations, data centers,  
8 servers, storage, and backup equipment; desktop, mobile, and printing devices; cloud services  
9 including, but not limited to, Software, Infrastructure, and Platform as a Service (SaaS, IaaS,  
10 PaaS) as defined by the National Institute of Standards and Technology; digital engagement  
11 services, including, but not limited to, cable franchises, citizen engagement portals, other public-  
12 facing technology services, internal websites, City-sponsored television channel operations, and  
13 central video; and the services to provide, maintain, and support the above for the City.

14 “Information technology” does not include supervisory control and data acquisition (“SCADA”)  
15 systems. The Chief Technology Officer shall interpret the definition of “information  
16 technology” in this Section 6, and such interpretation shall be final. Nothing in this Section 6  
17 prohibits the Seattle Information Technology Department from operating a SCADA system for  
18 itself or for another department.

19       Section 7. The Chief Technology Officer shall have the power to appoint, assign,  
20 supervise, and control all the officers and employees in the Seattle Information Technology  
21 Department.

22       Section 8. The Chief Technology Officer, under the authority of the Mayor, shall have  
23 the power to make all administrative decisions necessary to carry out the intent of this ordinance.

Section 9. A new Chapter 3.23 is added to the Seattle Municipal Code as follows:

**Chapter 3.23 Seattle Information Technology Department**

Section 10. A new Section 3.23.010 is added to the Seattle Municipal Code as follows:

**3.23.010 Department established – Purpose**

There is established a Seattle Information Technology Department for managing the City's information technology resources, which shall include: telecommunications, data, and supporting physical infrastructure, including the telephone system, radio system, and fiber optic network; applications and application infrastructure, computer engineering and operations, data centers, servers, storage, and backup equipment; desktop, mobile, and printing devices; cloud services including, but not limited to, Software, Infrastructure, and Platform as a Service (SaaS, IaaS, PaaS) as defined by the National Institute of Standards and Technology; digital engagement services, including, but not limited to, cable franchises, citizen engagement portals, other public-facing technology services, internal websites, City-sponsored television channel operations, and central video; and the services to provide, maintain, and support the above for the City.

Section 11. A new Section 3.23.020 is added to the Seattle Municipal Code as follows:

**3.23.020 Director of the Seattle Information Technology Department – Appointment and removal**

There shall be a Chief Technology Officer to be appointed by the Mayor, confirmed by a majority of the City Council and subject to reappointment and reconfirmation every four years. The Mayor, at any time, may remove the Chief Technology Officer upon filing a statement of reason therefor with the City Council.

Section 12. A new Section 3.23.030 is added to the Seattle Municipal Code as follows:

**3.23.030 Director of the Seattle Information Technology Department – Functions and powers**

The Chief Technology Officer shall be the head of the Seattle Information Technology Department, shall be responsible for the administration of the Department, and shall:

A. Appoint, remove, supervise, and control officers and employees in the Seattle Information Technology Department in accordance with Civil Service Rules and regulations;

B. Prepare and update annually a strategic information technology planning agenda for the City;

C. Develop, promulgate, and implement City policies and standards governing the acquisition, management, and disposition of information technology resources;

D. Develop policies and standards for the management, maintenance and operation of City information technology resources;

E. Develop and oversee an information technology training program for the City;

F. Develop priorities and guidelines to assist City departments in preparing their annual operating and capital information technology budgets;

G. Review City department budget submittals to ensure that information technology budget priorities and guidelines are appropriately addressed in proposed budget allocations, and that all proposed uses of technology resources are consistent with the City's policies, standards and technology agenda;

H. Make recommendations to the Mayor and City Council on changes to department information technology budget submittals for consistency with the City's policies, standards, and technology agenda;



1 I. Determine the most effective ways of providing information technology resources to  
2 City departments, including services and the management thereof, using City or contracted  
3 sources;

4 J. Establish and regularly update an information technology architecture for the City;

5 K. Manage the preparation of the proposed annual budget of the Seattle Information  
6 Technology Department, authorize necessary expenditures and enter into contracts for  
7 professional and expert services in accordance with the annual budget; develop and manage  
8 programs, and supervise development and maintenance, of adequate managerial and accounting  
9 systems and procedures;

10 L. Execute, administer, modify, and enforce such agreements and instruments as the  
11 Chief Technology Officer shall deem both reasonably necessary to implement programs  
12 consistent with all applicable laws and ordinances and appropriate for carrying out the  
13 responsibilities, functions, and activities of the Department; apply for grants and donations for  
14 departmental programs; and solicit and use volunteer services;

15 M. Create, lead, and facilitate one or more advisory groups designed to provide customer  
16 and professional recommendations on City information technology issues, including the  
17 operations of the Seattle Information Technology Department, budget allocation, policies, and  
18 standards for the acquisition, management, and disposition of information technology assets, and  
19 the most effective ways of providing information technology resources to support the missions of  
20 City departments;

21 N. Establish a system of prices, rates and allocations, and charge City departments and  
22 other users for services furnished by the Department;

O. Make rules and regulations to carry out departmental activities pursuant to Chapter 3.02; and

P. Establish and oversee a privacy program, including the promulgation of a city-wide privacy policy, governing the collection, use, and management of data collected from the public.

Section 13. A new Section 3.23.040 is added to the Seattle Municipal Code as follows:

**3.23.040 Acquisition of technology resources**

No City officer or employee shall acquire, through purchase, lease, or any form of contract, any information technology resources for the City except through, or in accordance with, policies, guidelines, standards, and procedures established by the Chief Technology Officer.

Section 14. A new Section 3.23.050 is added to the Seattle Municipal Code as follows:

**3.23.050 Agreements for data center colocation space and services**

A. The Chief Technology Officer is authorized to execute, for and on behalf of the City and its departments, agreements providing for the City's use and occupancy of data center colocation facilities and services, including lease and license agreements for technical space, warehouse and office space; and agreements for related on-site support services. The Chief Technology Officer shall consult with the City Attorney on the language of such agreements. No City officer other than the Chief Technology Officer shall enter into agreements for City use of data center colocation facilities unless those agreements are made through and in accordance with policies and procedures established by the Chief Technology Officer.

B. The Chief Technology Officer's authority to enter into agreements under this Section 3.23.050 is limited to agreements with an initial term of no more than ten years. The Chief Technology Officer may extend the term of an agreement for up to an additional five years, provided that the extension must be at the option of the Chief Technology Officer. The Chief

1 Technology Officer shall give written notice to the chair and members of the City Council  
2 committee with technology oversight at least 30 days in advance of any agreement with a term of  
3 more than five years.

4 Section 15. A new Section 3.23.060 is added to the Seattle Municipal Code as follows:

5 **3.23.060 Seattle Community Technology Advisory Board (CTAB) - Membership and duties**

6 A. There is a Community Technology Advisory Board (CTAB) consisting of ten  
7 members.

8 1. CTAB has one member representing public access to information and  
9 communications technology, one member representing education, seven at-large members, and  
10 one young adult member from the Get Engaged: City Boards and Commissions program,  
11 governed by Chapter 3.51. Members must live or work at an address in the City.

12 2. Six members are appointed by the Mayor, subject to confirmation by the City  
13 Council, including the public access, education, and Get Engaged members. Four at-large  
14 members are appointed by the City Council.

15 3. With the exception of the Get Engaged program position, whose term is  
16 governed by Chapter 3.51, the term of a member is two years. A member is eligible for  
17 reappointment to one additional two-year term. A member may serve again after a hiatus of at  
18 least four years. Any vacancy in an unexpired term shall be filled in the same manner as the  
19 original appointment. If a person is appointed to fill the duration of an unexpired term, then that  
20 term shall count as one of the two consecutive terms only if the portion of the unexpired term  
21 actually served is at least one year. A member whose term is ending may continue on an interim  
22 basis as a member with voting rights until such time as a successor for that position has been  
23 appointed or confirmed by the City Council.

1                   4. All members serve without compensation.

2                   B. The duties of CTAB are as follows:

3                   1. To study and make recommendations to the Mayor, the Seattle Information  
4 Technology Department, and the City Council on issues referred to CTAB by the Mayor or  
5 Councilmembers relating to information and communications technology. CTAB members may  
6 also bring forward for consideration other issues of community-wide interest relating to  
7 information and communications technology if doing so does not conflict with issues referred by  
8 the Mayor, the Seattle Information Technology Department, or City Council;

9                   2. Regarding information and communications technology issues, to conduct  
10 research, hearings, and workshops, to make written recommendations, and to report its findings  
11 and recommendations to the Mayor and City Council; and

12                   3. To perform such other duties as may from time to time be appropriate and  
13 approved by resolution of the City Council.

14                   C. CTAB shall be staffed by an employee of the Seattle Information Technology  
15 Department or other designee of the Chief Technology Officer who shall serve as Secretary to  
16 the Board.

17                   Section 16. It is the express intent of the City Council that the recodification of the  
18 CTAB identified in Section 15 of this ordinance shall not interfere with the orderly operation of  
19 the CTAB now codified in Section 3.22.060 of the Seattle Municipal Code, and that incumbent  
20 CTAB members confirmed with respect to Section 3.22.060 of the Seattle Municipal Code shall  
21 continue their respective terms as members of the CTAB under the new Section 3.23.060 of the  
22 Seattle Municipal Code.

23                   BUDGET

1           Section 17. The Seattle Information Technology Department shall have control of,  
2 responsibility for, and authority to expend the unspent 2016 budget appropriations of the  
3 Department of Information Technology, including all funds carried forward from prior years and  
4 appropriations associated with the Capital Improvement Program.

5           Section 18. Appropriations for information technology resources and services for  
6 departments identified in Section 5 shall be expended with the concurrence of the Chief  
7 Technology Officer. Appropriations shall be spent in accordance with their intended purpose and  
8 Council's direction established in the budget.

9           Section 19. The Information Technology Fund created by Ordinance 119504 shall be  
10 used for the deposit of funds to meet operating expenditures of the Seattle Information  
11 Technology Department and any unexpended and unlapsd appropriations of the Department of  
12 Information Technology. The Table of Funds in Chapter 5.76 of the Seattle Municipal Code  
13 shall be amended to include the Information Technology Fund.

#### 14           POSITIONS

15           Section 20. All positions in the former Department of Information Technology and their  
16 incumbents, if any, are assigned to the Seattle Information Technology Department.

17           Section 21. Each position listed in Attachment A to this ordinance, and the incumbent in  
18 that position, if any, shall be transferred from the department listed in Attachment A and  
19 assigned to the Seattle Information Technology Department.

#### 20           MISCELLANEOUS CHANGES TO THE SEATTLE MUNICIPAL CODE

21           Section 22. Section 3.39.020 of the Seattle Municipal Code, last amended by Ordinance  
22 123712, is amended as follows:

23           **3.39.020 Director of Finance and Administrative Services — Functions and powers.**

The Director of Finance and Administrative Services' functions and powers include but are not limited to the following:

\* \* \*

R. Establish a system of prices, rates, and allocations, and charge City departments and other users for services furnished by the Department and the use of City facilities, Department services, vehicles, and equipment; ~~((and establish a system of rates to be charged to City departments for the value of providing City-wide directory assistance services, which the Department of Information Technology will bill to departments;))~~

\* \* \*

Section 23. Section 4.13.010 of the Seattle Municipal Code, last amended by Ordinance 124663, is amended as follows:

**4.13.010 Exemptions from the Civil Service and Public Safety Civil Service Systems**

\* \* \*

Employment Unit		Titles of Exempt Positions
	* * *	
<del>((12.))</del>	<del>((Information Technology, Department of))</del>	<del>((Executive Assistant, Senior (PosNo. 00026709)))</del>
<del>((13.))</del> <u>12.</u>	Law	All positions in the Law Department, except clerical positions classified in the Administrative Support and Accounting Support class series
<del>((14.))</del> <u>13.</u>	Legislative	All positions in the Legislative Department, except clerical positions classified in the Administrative Support and Accounting Support class series
<del>((15.))</del> <u>14.</u>	Municipal Court	All Municipal Judges, Magistrates, and Court Commissioners
		All positions in the Probation

		Counselor class series
		Administrative Specialist III (PosNo. 00023563)
		Research and Evaluation Assistant (PosNo. 00011478)
		Bailiff
		Bailiff, Chief
		Executive Assistant (PosNo. 00016207)
		Executive Assistant, Senior (PosNo. 00011524)
		Municipal Court Marshal
		Municipal Court Marshal, Senior
((46.)) <u>15.</u>	Neighborhoods	Administrative Staff Assistant (PosNo. 10004293)
		Executive Assistant, Senior (PosNo. 00022313)
((47.)) <u>16.</u>	Parks and Recreation	Administrative Staff Assistant (PosNo. 00010227)
((48.)) <u>17.</u>	Planning and Development, Department of	Administrative Staff Assistant (PosNo. 00014435)
((49.)) <u>18.</u>	Police	All positions included in the Public Safety Civil Service are exempt from Chapter 4.04 and the Personnel Rules and the Civil Service Commission regarding examination, selection, discipline, termination and appeals.
		Administrative Staff Assistant (PosNo. 10002374)
		Executive Assistant, Senior (PosNo. 00006333)
		Management Systems Analyst (PosNo. 10004666)
		Police Chief, Assistant
		Police Chief, Deputy
		Victim Advocate (PosNo. 10004665)
((20.)) <u>19.</u>	Public Safety Civil Service Commission	None
((21.)) <u>20.</u>	Retirement	Administrative Staff Analyst (PosNo. 10004468)
((22.)) <u>21.</u>	Seattle Center	Executive Assistant, Senior (PosNo. 10001213)

((23.)) <u>22.</u>	Seattle Department of Human Resources	Executive Assistant (PosNo. 00025346)
((24.)) <u>23.</u>	Seattle Ethics and Elections Commission	All positions in the office of the Seattle Ethics and Elections Commission
<u>24.</u>	<u>Seattle Information Technology Department</u>	<u>Executive Assistant, Senior</u> <u>(PosNo. 00026709)</u>
	* * *	

\* \* \*

Section 24. Section 5.09.020 of the Seattle Municipal Code, last amended by Ordinance 124567, is amended as follows:

**5.09.020 Definitions**

\* \* \*

“Department” means each of the following departments, offices, or other entities: the Department of Finance and Administrative Services, ~~((Department of Information Technology,))~~ Department of Neighborhoods, Department of Parks and Recreation, Department of Planning and Development, Human Services Department, Law Department, Legislative Department, City Budget Office, Office of Arts and Culture, Office of Economic Development, Office of Housing, Office of Intergovernmental Relations, Office of Sustainability and Environment, Office of the Mayor, Seattle Department of Human Resources, Seattle Center, Seattle City Light, Seattle Fire Department, Seattle Information Technology Department, Office for Civil Rights, Seattle Police Department, Seattle Public Utilities and Seattle Department of Transportation. If the name of any Department is changed, or if a function or functions of any Department are transferred to another entity within City government, then the term "Department" shall also include the renamed Department and the entity taking over the function or functions.

\* \* \*



Section 25. Subsection 10.02.060.A of the Seattle Municipal Code, which section was last amended by Ordinance 124567, is amended as follows:

**10.02.060 Disaster Management Committee.**

A. There shall be a Disaster Management Committee consisting of:

1. The department heads or their designees of the following departments and offices, or their successor agencies: City Light, the City Budget Office, the Office of Economic Development, the Department of Finance and Administrative Services, the Seattle Fire Department, the Office of Housing, the Human Services Department, the Seattle Information Technology Department (~~((of Information Technology))~~), the Office of Intergovernmental Relations, the Law Department, the Legislative Department, the Department of Parks and Recreation, the Seattle Department of Human Resources, the Seattle Police Department, Seattle Public Library, the Department of Neighborhoods, Seattle Center, the Office of Sustainability and the Environment, Seattle Public Utilities, and the Seattle Department of Transportation; and

2. The Director of Public Health — Seattle & King County or (~~((his or her))~~) the Director's designee; and

3. Representatives of other agencies or organizations, or other persons with expertise in disaster management as shall be appointed by the Mayor.

\* \* \*

Section 26. Subsection 15.32.300.C of the Seattle Municipal Code, which section was last amended by Ordinance 124167, is amended as follows:

**15.32.300 Attachments to City-owned poles.**

\* \* \*

1 C. If additional communication space is available on City-owned poles, after reserving  
2 one (((+))) space for the City and after accounting for the space occupied by existing services  
3 already on the poles, the City may permit additional attachments in communication space under  
4 the following conditions:

5 1. The needs of the City are paramount. The City shall be the determinant  
6 regarding any question of right to attach, construction compliance or contract interpretation  
7 regarding attachment to poles. Permission to make attachments to the City's poles may be  
8 withdrawn for violation of applicable codes, for breach of contract, for failure to supply proof of  
9 required permits, by governmental directive or for any reason associated with the City's  
10 requirements for the use of its poles or public right-of-way. The City may direct the immediate  
11 removal of attachments at the owner's expense, if attachments fail to conform to codes or the  
12 City's requirements, or if attachments interfere with City operations.

13 2. All attachments shall be made in accordance with all applicable codes as well  
14 as City electrical standards, guidelines and practices.

15 3. All attachments, including co-lashing, shall be subject to prior approval of the  
16 ~~((Department of))~~ Seattle Information Technology Department, Seattle Department of  
17 Transportation and the City Light Department in accordance with the following principles,  
18 requirements and procedures:

19 a. Providing for the safety of the public, City employees, private  
20 contractors, and other users of poles is a fundamental principle which must be observed.

21 b. The primary function of the City's poles is to support the City's  
22 electrical lines and equipment.

1 c. The City shall neither replace existing poles with taller poles nor add  
2 crossarms to existing poles to create more communication space on the poles, except as  
3 described in subsection 15.32.300.C.4 below.

4 d. Any new attachments must accommodate any prior agreements between  
5 the City and other entities regarding use of space on the poles.

6 e. The City shall not relinquish the one ~~((1))~~ communication space  
7 reserved for its own use on every pole. At the request of the applicant, however, the City shall  
8 consider creating additional space for communication uses on the poles by taking such actions as  
9 removing secondary rack wiring and substituting triplex wire, moving streetlight fixtures, guy  
10 wires and other attachments to the poles and by providing for co-lashing. Any actions undertaken  
11 to create more communication space shall be considered make-ready work, and any such costs  
12 shall be borne by the applicant.

13 f. Approval of attachments may include requirements for extra mitigation  
14 measures in certain areas, such as residential, critical areas and shoreline zones, greenbelts,  
15 parks, historic districts and viewsheds. All such extra measures, including any additional public  
16 involvement and/or environmental review, shall be taken in accordance with directives from the  
17 General Manager and Chief Executive Officer of the City Light Department, and all costs  
18 associated with such extra measures and review shall be paid by the applicant.

19 g. All make-ready costs such as costs for any permits, environmental  
20 review, adjustment of other equipment on the pole, tree replacement and tree trimming, shall be  
21 paid by the applicant prior to making any attachments to the poles.

22 h. As a condition of securing the City's permission to use its poles for  
23 attachment of cable, all applicants shall be required to permit co-lashing to their own cable of up

1 to two ~~((2))~~ other cables, which may be owned and operated by other entities. All cable  
2 attachments that initially occupy a space on a City-owned pole shall be required to provide an  
3 external or internal support ("messenger") wire that is capable of supporting two ~~((2))~~ other  
4 cables in addition to the initial cable installed by the applicant. Owners of cable subsequently co-  
5 lashed to the initial cable shall pay the owner of the initial cable a proportionate share of the cost  
6 of the messenger wire. All entities co-lashing together shall be required to provide one another  
7 with reciprocal indemnity provisions equivalent to those which must be granted to the City by  
8 each of them pursuant to Section 15.32.150. Co-lashing shall not be required of any applicant  
9 until all other spaces on the pole, other than the City's reserved space, have been utilized. The  
10 City Light Department shall issue a Department Policy and Procedure for providing co-lashing  
11 space based on costs, operational convenience, cable size, and other criteria which are developed  
12 in the course of producing such Department Policy and Procedure.

13 i. In addition to the indemnification required by Section 15.32.150, the  
14 City may require that the applicant provide the City and entities permitted to co-lash with  
15 additional indemnification, such as indemnification from a parent company, and/or require that  
16 the applicant provide proof of specific insurance provisions acceptable to the City which cover  
17 potential exposure of both the applicant and the City.

18 j. As a further condition of securing the City's permission to use its poles  
19 for attachment of cable, all applicants upon request shall be required to provide the City with  
20 capacity on the applicant's cable over and above the capacity specifications submitted by the  
21 applicant. Such additional capacity may be in the form of dedicated fiber or dedicated space on  
22 the same cable being installed by the applicant or in the form of separate cable, as specified by  
23 the ~~((Department of))~~ Seattle Information Technology Department, and shall be dedicated to the

1 City for as long as the cable is attached to the City's poles. The City shall have the right to use  
2 that capacity for any governmental purpose and the right to lease that capacity to any public or  
3 nonprofit entities. The incremental costs of adding the specified amount of capacity for the City  
4 shall be borne by the City.

5 k. Applications for attachment to City-owned poles shall be submitted to  
6 the City Light Department. The City Light Department shall then coordinate that request with the  
7 Seattle Department of Transportation and the ~~((Department of))~~ Seattle Information Technology  
8 Department. Approval of all three ~~((3))~~ departments shall be required prior to the issuance of a  
9 permit to attach to the poles.

10 l. All applications for pole attachment shall be considered on a first-come,  
11 first-serve basis, provided that where space is limited, attachment permits shall be given first to  
12 public entities, second to entities which are common carriers, third to entities which request  
13 attachment to six ~~((6))~~ poles or less for their own private communication needs, and fourth to  
14 others.

15 m. If no space can be created on the poles requested, the applicant may  
16 seek an exception to any of the requirements set forth in this section by submitting a written  
17 request to a three ~~((3))~~ person review committee comprised of one ~~((1))~~ representative each  
18 from the ~~((Department of))~~ Seattle Information Technology Department, the Seattle Department  
19 of Transportation, and the City Light Department. The committee shall review the request with  
20 reference to considerations which may warrant making an exception including, but not limited to  
21 reduced environmental effects, the lack of alternatives for achieving equivalent service available  
22 to the applicant, the lack of alternative routing which can be made available and the feasibility of  
23 undergrounding all or part of the cable. After engaging in a review of the application, the

1 committee shall forward a recommendation to the Mayor and City Council. Exceptions will not  
2 be recommended where the City Light Department believes the safety will be compromised by  
3 the granting of an exception. Any exceptions to the requirements of this ((section)) Section  
4 15.32.300 must be approved by ordinance.

5 n. All entities that are provided attachments to City-owned poles, other  
6 than Class II attachments, including attachments by means of co-lashing, shall pay a rental fee  
7 for each such attachment at a rate established by ordinance. All income from such pole rental  
8 rates shall be paid into the Light Fund.

9 4. Provisions for ((~~Special Attachments~~)) special attachments

10 a. Class II attachments shall be limited to situations where: (i) make-ready  
11 costs are paid by the provider; (ii) pole/equipment, installation, operation, and maintenance costs  
12 are paid by the provider; and (iii) visual impacts of antennas and other attachments are reduced  
13 to a degree acceptable to the General Manager and Chief Executive Officer.

14 b. Class II attachment requests are subject to public notice and comment.  
15 Approval of attachments may include requirements for extra mitigation measures in certain  
16 areas, such as residential, critical areas and shoreline zones, greenbelts, parks, historic districts  
17 and view-sheds. All such extra measures, including any additional public involvement and/or  
18 environmental review, shall be taken in accordance with directives from the General Manager  
19 and Chief Executive Officer of the City Light Department, and all costs associated with such  
20 extra measures and review shall be paid by the applicant. Where a request meets the following  
21 criteria in Seattle, the applicant shall apply to the Department of Planning and Development and  
22 pay for an attachment siting review and recommendation consistent with the application, fee,  
23 notice, timeline and criteria for an administrative conditional use permit. The recommendation of

the Department of Planning and Development shall be advisory to the General Manager and Chief Executive Officer:

Zone	Street Type	Zoning Height Limit	Pole Height Requested
SF, L-1, NC-1	Nonarterial	<40	<60
SF, L-1, NC-1	Arterial	<40	>60
L-2, L-3, L-4, NC-2	Either	<40	>60
NC-3, C, I, MI	Either	<40	>60

c. Where the request is for a location outside Seattle, the applicant shall comply with all applicable requirements of the local jurisdiction where the property is located.

d. Class II attachments shall be permitted substantially in the form of the site agreements authorized by Ordinance 118737, together with special terms and conditions within the site agreement.

e. Class II rental rates shall be established at fair market value as determined by the City Light Department and set forth in the special terms and conditions within the site agreement. All income from such Class II rental rates shall be paid into the Light Fund.

Section 27. Chapter 18.14 of the Seattle Municipal Code, Surveillance Cameras in Seattle Parks, last amended by Ordinance 123411 and that currently reads as shown in Attachment C to this ordinance, is repealed.

Section 28. Subsection 21.60.040.A of the Seattle Municipal Code, which section was last amended by Ordinance 124736, is amended as follows:

**21.60.040 Office of Cable Communications**

A. The Seattle Information Technology Department (~~(of Information Technology)~~) shall maintain an Office of Cable Communications for the administration and enforcement of this

Chapter 21.60, any franchises granted pursuant to this Chapter 21.60, and any other City ordinances relating to cable services or cable systems.

\* \* \*

Section 29. The Table of Funds in Chapter 5.76 of the Seattle Municipal Code shall be amended to include the Fiber Leasing Fund established by Ordinance 123931, and the Cable Franchise Fee Subfund of the General Fund established by Ordinance 118196.

Section 30. The headings in this ordinance are for reference purposes only. They have no legal effect and shall not be codified.

Section 31. In the event any section or subsection of the Seattle Municipal Code purported to be amended or recodified herein has heretofore been repealed, that earlier repeal shall be given full effect, and nothing in this ordinance shall be construed to re-enact or preserve that section or subsection.

Section 32. It is the express intent of the City Council that, in the event an ordinance, resolution, rule, or regulation refers to the Department of Information Technology, that reference shall mean the Seattle Information Technology Department consistent with this ordinance.

Section 33. If any section or subsection of the Seattle Municipal Code affected by this ordinance is amended by another ordinance without reference to amendments made by this ordinance, each ordinance shall be given effect to the extent that the amendments do not conflict in purpose, and the code reviser may publish the section or subsection in the official code with all amendments incorporated therein.

Section 34. This ordinance does not affect any existing right acquired or liability or obligation incurred under the sections amended or repealed in this ordinance or under any rule or




1 order adopted under those sections, nor does it affect any proceeding instituted under those  
2 sections.

3       Section 35. The several provisions of this ordinance are declared to be separate and  
4 severable and the invalidity of any clause, sentence, paragraph, subdivision, section, or portion of  
5 this ordinance, or the invalidity of the application thereof to any person or circumstance, shall  
6 not affect the validity of its application to other persons or other circumstances.


Section 36. Sections 2 through 27 and 29, 30, and 34 of this ordinance shall take effect on April 6, 2016.

Section 37. This ordinance shall take effect and be in force 30 days after its approval by the Mayor, but if not approved and returned by the Mayor within ten days after presentation, it shall take effect as provided by Seattle Municipal Code Section 1.04.020.

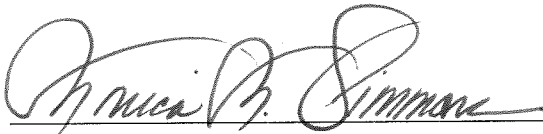
Passed by the City Council the 23<sup>rd</sup> day of Nov., 2015, and signed by me in open session in authentication of its passage this 23<sup>rd</sup> day of Nov., 2015.

  
\_\_\_\_\_  
President \_\_\_\_\_ of the City Council

Approved by me this 1<sup>st</sup> day of December, 2015.

  
\_\_\_\_\_  
Edward B. Murray, Mayor

Filed by me this 1<sup>st</sup> day of December, 2015.

  
\_\_\_\_\_  
Monica Martinez Simmons, City Clerk

(Seal)

- 1 Attachments:
- 2 Attachment A – Positions Transferring to Seattle IT
- 3 Attachment B – Repealed Chapter 3.22
- 4 Attachment C – Repealed Chapter 18.14

Attachment A: Positions Transferring to Seattle IT V.1

Department	Position ID	Title
Department of Finance and Administrative Services	10001287	Mgmt Sysys Anlyst,Sr
Department of Finance and Administrative Services	10003229	Info Technol Prof C-BU
Department of Finance and Administrative Services	10005148	Info Technol Prof A,Exempt
Department of Finance and Administrative Services	00011221	Info Technol Prof B-BU
Department of Finance and Administrative Services	00011228	Info Technol Prof A,Exempt
Department of Finance and Administrative Services	00015677	Info Technol Prof B-BU
Department of Finance and Administrative Services	00015704	Info Technol Prof B-BU
Department of Finance and Administrative Services	00017339	Info Technol Prof B-BU
Department of Finance and Administrative Services	00018201	Info Technol Prof B-BU
Department of Finance and Administrative Services	00020336	Info Technol Prof B-BU
Department of Finance and Administrative Services	00021193	Manager2,Info Technol
Department of Finance and Administrative Services	00021203	Info Technol Prof A,Exempt
Department of Finance and Administrative Services	00023501	Info Technol Prof B-BU
Department of Finance and Administrative Services	00023516	Info Technol Prof B-BU
Department of Finance and Administrative Services	00024660	Info Technol Prof B-BU
Department of Finance and Administrative Services	00024967	Info Technol Prof B-BU
Department of Finance and Administrative Services	00025016	Info Technol Prof B-BU
Department of Finance and Administrative Services	00025525	Executive2
Department of Finance and Administrative Services	00025604	Info Technol Prof B-BU
Department of Finance and Administrative Services	00025605	Info Technol Prof B-BU
Department of Finance and Administrative Services	00025608	Info Technol Prof B-BU
Department of Finance and Administrative Services	00025609	Info Technol Prof A,Exempt
Department of Finance and Administrative Services	00025610	Info Technol Prof B-BU
Department of Finance and Administrative Services	00025611	Info Technol Prof A,Exempt
Department of Finance and Administrative Services	00025612	Info Technol Prof B-BU
Department of Finance and Administrative Services	00025614	Info Technol Prof B-BU
Department of Finance and Administrative Services	00025615	Info Technol Prof A,Exempt
Department of Finance and Administrative Services	00025617	Info Technol Prof B-BU
Department of Finance and Administrative Services	00025623	Info Technol Prof B-BU
Department of Finance and Administrative Services	00025630	Info Technol Prof B-BU
Department of Finance and Administrative Services	00025789	Info Technol Prof B-BU
Department of Finance and Administrative Services	00025916	Info Technol Prof B-BU
Department of Finance and Administrative Services	00026328	Info Technol Sysys Anlyst
Department of Finance and Administrative Services	00026774	Info Technol Prof B-BU
Department of Neighborhoods	00023943	Info Technol Prof C-BU
Department of Planning and Development	10002600	Info Technol Prof B-BU
Department of Planning and Development	10002601	Info Technol Prof B-BU
Department of Planning and Development	10002602	Info Technol Prof B-BU
Department of Planning and Development	10002604	Manager2,Info Technol
Department of Planning and Development	10002605	Info Technol Prof A,Exempt
Department of Planning and Development	10002606	Info Technol Prof A,Exempt
Department of Planning and Development	10002607	Info Technol Prof A,Exempt
Department of Planning and Development	10002608	Info Technol Prof B-BU
Department of Planning and Development	10002609	Info Technol Prof B-BU
Department of Planning and Development	10002610	Info Technol Prof B-BU
Department of Planning and Development	10002611	Info Technol Prof B-BU
Department of Planning and Development	10003378	Info Technol Prof A,Exempt
Department of Planning and Development	10003379	Info Technol Prof B-BU
Department of Planning and Development	10003380	Info Technol Prof B-BU
Department of Planning and Development	10003381	Info Technol Prof A,Exempt
Department of Planning and Development	10003382	Info Technol Prof B-BU
Department of Planning and Development	10005387	Info Technol Sysys Anlyst
Department of Planning and Development	00018515	Info Technol Prof A,Exempt
Department of Planning and Development	00020187	Info Technol Prof B-BU
Department of Planning and Development	00020677	Info Technol Prof B-BU
Department of Planning and Development	00021849	Info Technol Prof B-BU
Department of Planning and Development	00022433	Info Technol Prof C-BU
Department of Planning and Development	00023378	Manager3,Info Technol
Department of Planning and Development	00024527	Info Technol Prof B-BU
Department of Planning and Development	00026256	Info Technol Prof B-BU

Attachment A: Positions Transferring to Seattle IT

Department	Position ID	Title
Department of Planning and Development	00026257	Info Technol Prof B-BU
Human Services Department	00011322	Mgmt Sys Analyst Supv
Human Services Department	00016085	Info Technol Prof C-BU
Human Services Department	00020539	Info Technol Prof C-BU
Human Services Department	00022753	Info Technol Prof C-BU
Human Services Department	00024546	Manager3,Exempt
Human Services Department	00025527	Info Technol Prof C-BU
Human Services Department	00025973	Info Technol Prof C-BU
Human Services Department	00025974	Info Technol Prof C-BU
Human Services Department	00025975	Info Technol Prof C-BU
Human Services Department	00026594	Info Technol Prof C-BU
Human Services Department	00026595	Info Technol Prof C-BU
Office of Arts and Culture	10002352	Info Technol Prof C
Office of Civil Rights	00010971	Info Technol Sys Analyst
Office of Housing	00015994	Info Technol Prof C
Parks and Recreation Department	00009800	Info Technol Sys Analyst
Parks and Recreation Department	00010237	Info Technol Prof C
Parks and Recreation Department	00015322	Info Technol Sys Analyst
Parks and Recreation Department	00017126	Info Technol Prof A,Exempt
Parks and Recreation Department	00018670	Info Technol Prof B
Parks and Recreation Department	00018821	Info Technol Sys Analyst
Parks and Recreation Department	00024360	Info Technol Sys Analyst
Parks and Recreation Department	00024691	Manager3,Info Technol
Parks and Recreation Department	00024947	Info Technol Prof B
Parks and Recreation Department	00025047	Info Technol Prof B
Parks and Recreation Department	00026192	Info Technol Prof C
Parks and Recreation Department	00026193	Info Technol Prof B
Seattle Center Department	00016288	Info Technol Prof B
Seattle Center Department	00020299	Info Technol Prof B
Seattle Center Department	00020670	Info Technol Prof A,Exempt
Seattle Center Department	00020826	Info Technol Prof C
Seattle Center Department	00020833	Info Technol Tech Support
Seattle Center Department	00023832	Info Technol Prof C
Seattle Center Department	00026247	Info Technol Prof B
Seattle City Light Department	10001093	Info Technol Prof A,Exempt
Seattle City Light Department	10001096	Info Technol Sys Analyst
Seattle City Light Department	10001097	Info Technol Prof B-BU
Seattle City Light Department	10001098	Info Technol Prof B-BU
Seattle City Light Department	10001099	Info Technol Prof B-BU
Seattle City Light Department	10001104	Info Technol Prof B-BU
Seattle City Light Department	10001705	Executive2
Seattle City Light Department	10001706	Info Technol Prof A,Exempt
Seattle City Light Department	10001708	Info Technol Prof A,Exempt
Seattle City Light Department	10001709	Info Technol Prof A,Exempt
Seattle City Light Department	10002184	Info Technol Prof B-BU
Seattle City Light Department	10002185	Info Technol Prof B-BU
Seattle City Light Department	10002186	Info Technol Prof A,Exempt
Seattle City Light Department	10002187	Info Technol Prof B-BU
Seattle City Light Department	10002194	Info Technol Prof B-BU
Seattle City Light Department	10002195	Info Technol Prof B-BU
Seattle City Light Department	10002196	Info Technol Prof B-BU
Seattle City Light Department	10002197	Info Technol Prof B-BU
Seattle City Light Department	10003407	Info Technol Prof A,Exempt
Seattle City Light Department	10003408	Info Technol Prof B-BU
Seattle City Light Department	10003409	Info Technol Prof B-BU
Seattle City Light Department	10003412	Info Technol Prof B-BU
Seattle City Light Department	10003415	Info Technol Prof B-BU
Seattle City Light Department	10003416	Info Technol Prof B-BU
Seattle City Light Department	10004112	Info Technol Prof B-BU
Seattle City Light Department	10004980	Info Technol Prof B-BU

Attachment A: Positions Transferring to Seattle IT

Department	Position ID	Title
Seattle City Light Department	10004981	Info Technol Prof A,Exempt
Seattle City Light Department	10005056	Info Technol Prof B-BU
Seattle City Light Department	10005057	Info Technol Prof B-BU
Seattle City Light Department	10005058	Info Technol Prof B-BU
Seattle City Light Department	10005059	Info Technol Prof B-BU
Seattle City Light Department	10005064	Info Technol Prof B-BU
Seattle City Light Department	10005533	Info Technol Prof B-BU
Seattle City Light Department	10005534	Info Technol Prof B-BU
Seattle City Light Department	00011713	Info Technol Prof B-BU
Seattle City Light Department	00012188	Info Technol Prof B-BU
Seattle City Light Department	00012241	Info Technol Prof A,Exempt
Seattle City Light Department	00012243	Info Technol Prof B-BU
Seattle City Light Department	00012264	Info Technol Sysys Anlyst
Seattle City Light Department	00012392	Info Technol Prof B-BU
Seattle City Light Department	00012446	Info Technol Prof B-BU
Seattle City Light Department	00012596	Personnel Spec
Seattle City Light Department	00012763	Info Technol Prof B-BU
Seattle City Light Department	00012895	Info Technol Prof A,Exempt
Seattle City Light Department	00013640	Info Technol Prof B-BU
Seattle City Light Department	00013755	Info Technol Prof B-BU
Seattle City Light Department	00014159	Info Technol Prof B-BU
Seattle City Light Department	00014160	Info Technol Sysys Anlyst
Seattle City Light Department	00016564	Info Technol Prof B-BU
Seattle City Light Department	00016571	Info Technol Prof B-BU
Seattle City Light Department	00016652	Info Technol Prof A,Exempt
Seattle City Light Department	00016842	Info Technol Prof B-BU
Seattle City Light Department	00017198	Info Technol Prof B-BU
Seattle City Light Department	00017199	Info Technol Prof C-BU
Seattle City Light Department	00017204	Info Technol Prof B-BU
Seattle City Light Department	00017213	Mgmt Sysys Anlyst,Sr
Seattle City Light Department	00018179	Info Technol Prof B-BU
Seattle City Light Department	00018303	Info Technol Prof B-BU
Seattle City Light Department	00018877	Admin Spec II-BU
Seattle City Light Department	00018985	Info Technol Spec
Seattle City Light Department	00019703	Info Technol Sysys Anlyst
Seattle City Light Department	00020784	Info Technol Prof B-BU
Seattle City Light Department	00020803	Info Technol Prof B-BU
Seattle City Light Department	00021144	Info Technol Prof A,Exempt
Seattle City Light Department	00021197	Info Technol Prof B-BU
Seattle City Light Department	00022193	Info Technol Spec
Seattle City Light Department	00022222	StratAdvsr1,Fin,Bud,&Actg-BU
Seattle City Light Department	00022290	Info Technol Prof C-BU
Seattle City Light Department	00022475	Info Technol Prof A,Exempt
Seattle City Light Department	00022476	Info Technol Prof B-BU
Seattle City Light Department	00022480	Exec Asst
Seattle City Light Department	00022730	Info Technol Prof B-BU
Seattle City Light Department	00022931	Info Technol Prof B-BU
Seattle City Light Department	00023087	Info Technol Prof B-BU
Seattle City Light Department	00023089	Info Technol Prof B-BU
Seattle City Light Department	00023090	Info Technol Sysys Anlyst
Seattle City Light Department	00024193	Info Technol Prof A,Exempt
Seattle City Light Department	00024239	Info Technol Prof B-BU
Seattle City Light Department	00024307	Info Technol Prof B-BU
Seattle City Light Department	00024358	Executive3
Seattle City Light Department	00024578	Info Technol Prof B-BU
Seattle City Light Department	00025132	Info Technol Prof A,Exempt
Seattle City Light Department	00025133	Info Technol Sysys Anlyst
Seattle City Light Department	00025134	Info Technol Prof B-BU
Seattle City Light Department	00025135	Info Technol Prof B-BU
Seattle City Light Department	00025136	Info Technol Prof B-BU

Attachment A: Positions Transferring to Seattle IT

Department	Position ID	Title
Seattle City Light Department	00025137	Info Technol Prof B-BU
Seattle City Light Department	00025138	Info Technol Prof A,Exempt
Seattle City Light Department	00025139	Info Technol Sys Analyst
Seattle City Light Department	00025143	Info Technol Prof B-BU
Seattle City Light Department	00025248	Executive2
Seattle City Light Department	00025249	Executive2
Seattle City Light Department	00025250	Info Technol Prof A,Exempt
Seattle City Light Department	00025251	Info Technol Prof A,Exempt
Seattle City Light Department	00025252	Info Technol Prof B-BU
Seattle City Light Department	00025253	Info Technol Prof B-BU
Seattle City Light Department	00025254	Info Technol Prof B-BU
Seattle City Light Department	00025255	Info Technol Prof B-BU
Seattle City Light Department	00025256	Info Technol Prof B-BU
Seattle City Light Department	00025257	Info Technol Prof B-BU
Seattle City Light Department	00025258	Info Technol Prof B-BU
Seattle City Light Department	00025259	Info Technol Prof B-BU
Seattle City Light Department	00025261	Info Technol Sys Analyst
Seattle City Light Department	00025262	IT Prgrammer Analyst-Spec
Seattle Department of Transportation	10002660	Mgmt Sys Analyst,Sr
Seattle Department of Transportation	10003332	Info Technol Sys Analyst
Seattle Department of Transportation	10003556	Info Technol Prof A,Exempt
Seattle Department of Transportation	10003630	Info Technol Prof A,Exempt
Seattle Department of Transportation	10003631	Info Technol Prof A,Exempt
Seattle Department of Transportation	10003637	Info Technol Prof B
Seattle Department of Transportation	10005224	Info Technol Prof B
Seattle Department of Transportation	00007893	Info Technol Prof B
Seattle Department of Transportation	00008090	Manager3,Info Technol
Seattle Department of Transportation	00008288	Info Technol Prof A,Exempt
Seattle Department of Transportation	00008324	Info Technol Prof B
Seattle Department of Transportation	00008338	Info Technol Prof B
Seattle Department of Transportation	00008356	Info Technol Prof B
Seattle Department of Transportation	00008758	Info Technol Prof A,Exempt
Seattle Department of Transportation	00008787	Info Technol Prof B
Seattle Department of Transportation	00008788	Info Technol Sys Analyst
Seattle Department of Transportation	00015966	Info Technol Prof A,Exempt
Seattle Department of Transportation	00018727	Info Technol Prof B
Seattle Department of Transportation	00025707	Info Technol Prof B
Seattle Department of Transportation	00025713	Info Technol Sys Analyst
Seattle Department of Transportation	00026416	Info Technol Prof C
Seattle Department of Transportation	00026420	Info Technol Prof A,Exempt
Seattle Department of Transportation	00026563	Ofc/Maint Aide
Seattle Department of Transportation	0008318	Info Technol Prof A,Exempt
Seattle Fire Department	00006594	Executive2
Seattle Fire Department	00017021	Info Technol Prof A,Exempt
Seattle Fire Department	00018183	Info Technol Prof A,Exempt
Seattle Fire Department	00020366	Info Technol Prof C-BU
Seattle Fire Department	00023506	Info Technol Prof B-BU
Seattle Fire Department	00024545	Info Technol Prof B-BU
Seattle Fire Department	00025191	Info Technol Prof B-BU
Seattle Fire Department	00026074	Info Technol Prof B-BU
Seattle Fire Department	00026821	Info Technol Prof C-BU
Seattle Fire Department	10003028	Info Technol Prof B-BU
Seattle Fire Department	10003092	Info Technol Prof B-BU
Seattle Fire Department	10004179	Info Technol Prof B-BU
Seattle Fire Department	10004350	Info Technol Prof B-BU
Seattle Fire Department	10004404	Info Technol Prof B-BU
Seattle Fire Department	10004842	Info Technol Prof C-BU
Seattle Fire Department	10004843	Info Technol Prof C-BU
Seattle Fire Department	10005559	Info Technol Prof B-BU
Seattle Fire Department	3.0 FTE - 2016 Adopted Budget	Info Technol Prof B

Attachment A: Positions Transferring to Seattle IT

Department	Position ID	Title
Seattle Police Department	10003357	Info Technol Prof A,Exempt
Seattle Police Department	10003648	Info Technol Prof C-BU
Seattle Police Department	10005010	Info Technol Prof B-BU
Seattle Police Department	10005021	Info Technol Prof B-BU
Seattle Police Department	00016450	Info Technol Prof B-BU
Seattle Police Department	00017194	Manager2,Info Technol
Seattle Police Department	00018304	Info Technol Prof C-BU
Seattle Police Department	00020881	Info Technol Prof C-BU
Seattle Police Department	00022999	Info Technol Prof A,Exempt
Seattle Police Department	00023000	Info Technol Prof B-BU
Seattle Police Department	00023001	Info Technol Prof C-BU
Seattle Police Department	00024969	Info Technol Prof B-BU
Seattle Police Department	00024970	Info Technol Prof C-BU
Seattle Police Department	00025084	Info Technol Prof C-BU
Seattle Police Department	00025570	StratAdvsr2,CL&PS
Seattle Police Department	00025583	Manager2,Info Technol
Seattle Police Department	00025587	Info Technol Prof C-BU
Seattle Police Department	00026738	Info Technol Prof C-BU
Seattle Police Department	00026739	Info Technol Prof B-BU
Seattle Police Department	00026748	Info Technol Prof B-BU
Seattle Public Utilities Department	10002225	Info Technol Prof C-BU
Seattle Public Utilities Department	10002226	Info Technol Prof C-BU
Seattle Public Utilities Department	10002227	Info Technol Prof B-BU
Seattle Public Utilities Department	10002234	Info Technol Prof B-BU
Seattle Public Utilities Department	10002246	Info Technol Prof C-BU
Seattle Public Utilities Department	10002255	Info Technol Sysst Anlyst
Seattle Public Utilities Department	10002256	Info Technol Sysst Anlyst
Seattle Public Utilities Department	10002257	Info Technol Prof B-BU
Seattle Public Utilities Department	10002306	Info Technol Prof C-BU
Seattle Public Utilities Department	10002314	Info Technol Prof C-BU
Seattle Public Utilities Department	10002629	Info Technol Prof A,Exempt
Seattle Public Utilities Department	10002630	Fin Anlyst,Sr
Seattle Public Utilities Department	10002632	Info Technol Prof A,Exempt
Seattle Public Utilities Department	10002633	Info Technol Prof A,Exempt
Seattle Public Utilities Department	10002634	Info Technol Prof A,Exempt
Seattle Public Utilities Department	10002635	Info Technol Prof A,Exempt
Seattle Public Utilities Department	10002636	Info Technol Prof A,Exempt
Seattle Public Utilities Department	10002637	Info Technol Prof A,Exempt
Seattle Public Utilities Department	10002639	Info Technol Prof B-BU
Seattle Public Utilities Department	10002640	Info Technol Prof B-BU
Seattle Public Utilities Department	10002641	Info Technol Prof B-BU
Seattle Public Utilities Department	10002642	Info Technol Prof A,Exempt
Seattle Public Utilities Department	10002643	Info Technol Prof B-BU
Seattle Public Utilities Department	10002644	Info Technol Prof B-BU
Seattle Public Utilities Department	10002645	Info Technol Prof B-BU
Seattle Public Utilities Department	10002647	Info Technol Prof C-BU
Seattle Public Utilities Department	10002649	Info Technol Prof C-BU
Seattle Public Utilities Department	10002650	Info Technol Prof B-BU
Seattle Public Utilities Department	10002651	Info Technol Prof C-BU
Seattle Public Utilities Department	10002652	Info Technol Prof B-BU
Seattle Public Utilities Department	10002653	Info Technol Prof B-BU
Seattle Public Utilities Department	10002654	Info Technol Prof B-BU
Seattle Public Utilities Department	10002659	Info Technol Prof A,Exempt
Seattle Public Utilities Department	10002722	Info Technol Prof A,Exempt
Seattle Public Utilities Department	10003387	Info Technol Prof A,Exempt
Seattle Public Utilities Department	10003388	Info Technol Prof A,Exempt
Seattle Public Utilities Department	10003389	Info Technol Prof B-BU
Seattle Public Utilities Department	10003390	Info Technol Prof B-BU
Seattle Public Utilities Department	10004191	Info Technol Prof C-BU
Seattle Public Utilities Department	10004418	Civil Engrng Spec,Asst III



Attachment A: Positions Transferring to Seattle IT

Department	Position ID	Title
Seattle Public Utilities Department	10005595	Info Technol Prof A,Exempt
Seattle Public Utilities Department	10005596	Info Technol Prof B-BU
Seattle Public Utilities Department	00007635	Info Technol Prof A,Exempt
Seattle Public Utilities Department	00007651	Info Technol Prof B-BU
Seattle Public Utilities Department	00007652	Info Technol Prof B-BU
Seattle Public Utilities Department	00007659	Info Technol Prof C-BU
Seattle Public Utilities Department	00007684	Admin Staff Anlyst
Seattle Public Utilities Department	00007919	Info Technol Prof A,Exempt
Seattle Public Utilities Department	00008180	Civil Engrng Spec,Assoc
Seattle Public Utilities Department	00008606	Info Technol Prof B-BU
Seattle Public Utilities Department	00008641	Info Technol Prof B-BU
Seattle Public Utilities Department	00008878	Civil Engrng Spec,Asst III
Seattle Public Utilities Department	00011678	Manager3,Info Technol
Seattle Public Utilities Department	00011683	Info Technol Prof B
Seattle Public Utilities Department	00011699	Manager3,Info Technol
Seattle Public Utilities Department	00011776	Info Technol Prof B-BU
Seattle Public Utilities Department	00011843	Trng&Ed Coord,Sr
Seattle Public Utilities Department	00012117	Trng&Ed Coord, Sr
Seattle Public Utilities Department	00015471	Manager1,Info Technol
Seattle Public Utilities Department	00015691	Civil Engrng Spec,Sr
Seattle Public Utilities Department	00015984	Info Technol Prof B-BU
Seattle Public Utilities Department	00016843	Manager2,Info Technol
Seattle Public Utilities Department	00017848	Info Technol Prof C-BU
Seattle Public Utilities Department	00017849	Info Technol Prof A,Exempt
Seattle Public Utilities Department	00018174	Info Technol Prof C-BU
Seattle Public Utilities Department	00018241	Info Technol Prof C-BU
Seattle Public Utilities Department	00018315	Info Technol Prof A,Exempt
Seattle Public Utilities Department	00019852	Info Technol Prof A,Exempt
Seattle Public Utilities Department	00020911	Info Technol Prgmmer Anlyst
Seattle Public Utilities Department	00021173	Info Technol Prof B-BU
Seattle Public Utilities Department	00021600	Info Technol Prof A,Exempt
Seattle Public Utilities Department	00021616	Info Technol Prof B-BU
Seattle Public Utilities Department	00022170	Info Technol Prof B-BU
Seattle Public Utilities Department	00022216	Info Technol Sysys Anlyst
Seattle Public Utilities Department	00022218	Info Technol Prof A,Exempt
Seattle Public Utilities Department	00022219	Info Technol Prof B-BU
Seattle Public Utilities Department	00022302	Info Technol Prof C-BU
Seattle Public Utilities Department	00022530	Info Technol Prof B-BU
Seattle Public Utilities Department	00022533	Info Technol Prof A,Exempt
Seattle Public Utilities Department	00022563	Info Technol Prof B-BU
Seattle Public Utilities Department	00022779	Info Technol Prof C-BU
Seattle Public Utilities Department	00022957	Info Technol Prof B-BU
Seattle Public Utilities Department	00022959	Info Technol Prof A,Exempt
Seattle Public Utilities Department	00022967	Info Technol Prof B-BU
Seattle Public Utilities Department	00023091	Info Technol Prof B-BU
Seattle Public Utilities Department	00023355	Info Technol Prof C-BU
Seattle Public Utilities Department	00023859	Info Technol Prof B-BU
Seattle Public Utilities Department	00024075	Info Technol Prof B-BU
Seattle Public Utilities Department	00024200	Info Technol Prof A,Exempt
Seattle Public Utilities Department	00024267	Info Technol Prof B-BU
Seattle Public Utilities Department	00024338	Info Technol Prof B-BU
Seattle Public Utilities Department	00024672	Info Technol Prof B
Seattle Public Utilities Department	00024673	Info Technol Prof B-BU
Seattle Public Utilities Department	00024674	Info Technol Prof C-BU
Seattle Public Utilities Department	00024675	Info Technol Prof A,Exempt
Seattle Public Utilities Department	00025398	Executive2
Seattle Public Utilities Department	00026778	Info Technol Prof C-BU
Seattle Public Utilities Department	00026779	Info Technol Prof C-BU
Seattle Public Utilities Department	00026782	StratAdvsr1,Info Technol
Seattle Public Utilities Department	00026784	Info Technol Prof C-BU

**Attachment A: Positions Transferring to Seattle IT**

<b>Department</b>	<b>Position ID</b>	<b>Title</b>
Seattle Public Utilities Department	00026811	Info Technol Prof C-BU
Seattle Public Utilities Department	00026812	Mgmt Sys Analyst, Sr
Seattle Public Utilities Department	00026813	Info Technol Prof B-BU
Seattle Public Utilities Department	00026819	Info Technol Prof B-BU
Seattle Public Utilities Department	00026820	Admin Staff Asst
Seattle Public Utilities Department	2.0 FTE – 2016 Adopted Budget	Info Technol Prof B

## **Repealed Chapter 3.22**

### **Chapter 3.22 DEPARTMENT OF INFORMATION TECHNOLOGY**

#### **3.22.010 Department created—Powers.**

There is established a Department of Information Technology for managing the City's information technology resources, which shall include City-wide telecommunications, data communications and the physical infrastructure that supports it, including the City's telephone system, radio system, and fiber optic network; City-wide application infrastructure, centralized computer operations, data, and telecommunication help desk services; and interactive media services including cable franchises, the Public Access Network, City-sponsored television channel operations, and central video services.

#### **3.22.020 Director—Appointment and removal.**

There shall be a Chief Technology Officer to be appointed by the Mayor and confirmed by a majority of the City Council, and subject to reappointment and reconfirmation every four (4) years. The Mayor, at any time, may remove the Chief Technology Officer upon filing a statement of reason therefor with the City Council.

#### **3.22.030 - Director—Duties.**

The Chief Technology Officer shall be the head of the Department of Information Technology, shall be responsible for the administration of the Department, and shall:

- A. Appoint, remove, supervise and control officers and employees in the Department of Information Technology in accordance With Civil Service Rules and regulations;
- B. Prepare and update annually a strategic information technology planning agenda for the City;

C. Develop, promulgate and implement City-wide policies and standards governing the acquisition, management, and disposition of information technology resources;

D. Develop policies and standards for the management, maintenance and operation of City information technology resources;

E. Develop and oversee an information technology training program for the City;

F. Develop priorities and guidelines to assist City departments in preparing their annual operating and capital information technology budgets;

G. Review City department budget submittals to ensure that information technology budget priorities and guidelines are appropriately addressed in proposed budget allocations, and that all proposed uses of technology resources are consistent with the City's policies and standards;

H. Make recommendations to the Mayor and City Council on changes to department information technology budget submittals for consistency with the City's policies, standards, and technology agenda;

I. Determine the most effective ways of providing information technology resources, including services and the management thereof, using City or contracted sources, to City departments;

J. Establish and regularly update an information technology architecture for the City;

K. Manage the preparation of the proposed annual budget of the Department of Information Technology, authorize necessary expenditures and enter into contracts for professional and expert services in accordance with the annual budget; develop and manage programs, and supervise development and maintenance of adequate managerial and accounting systems and procedures;

L. Execute, administer, modify and enforce such agreements and instruments as he or she shall deem reasonably necessary to implement programs consistent with all applicable laws and ordinances, as he or she shall deem appropriate for carrying out the responsibilities, functions, and activities of the Department; apply for grants and donations for departmental programs; and solicit and use volunteer services;

M. Create, lead, and facilitate one (1) or more advisory groups designed to provide customer and professional recommendations on City-wide information technology issues, including the operations of the Department of Information Technology, budget allocation, policies and standards for the acquisition, management, and disposition of information technology assets, and the most effective ways of providing information technology resources to support the missions of City departments; and

N. Promulgate rules and regulations to carry out departmental activities pursuant to the Administrative Code, SMC Chapter 3.02.

**3.22.040 Acquisition of technology resources.**

No City officer or employee shall acquire, through purchase, lease, or any form of contract, any information technology resources for the City except through, or in accordance with, policies, guidelines, standards, and procedures established by the Chief Technology Officer.

**3.22.050 Agreements for data center colocation space and services.**

A. The Chief Technology Officer is authorized to execute, for and on behalf of the City and its departments, agreements providing for the City's use and occupancy of data center colocation facilities and services, including lease and license agreements for technical space, warehouse and office space; and agreements for related on-site support services. No city officer other than the Chief Technology Officer shall enter into agreements for City use of data center

colocation facilities unless those agreements are made through and in accordance with policies and procedures established by the Chief Technology Officer.

B. The Chief Technology Officer's authority to enter into agreements under this Section is limited to agreements with an initial term of no more than ten years. The Chief Technology Officer may extend the term of an agreement for up to an additional five years, provided that the extension must be at the option of the Chief Technology Officer. The Chief Technology Officer shall give written notice to the chair and members of the City Council committee with technology oversight at least 30 days in advance of any agreement with a term of more than five years.

### **3.22.050 Seattle Community Technology Advisory Board (CTAB) - Membership and duties**

A. There is a Community Technology Advisory Board (CTAB) consisting of ten members.

1. CTAB has one member representing public access to information and communications technology, one member representing education, seven at-large members, and one young adult member from the Get Engaged: City Boards and Commissions program, governed by Chapter 3.51. Members must live or work at an address in the City.

2. Six members are appointed by the Mayor, subject to confirmation by the City Council, including the public access, education, and Get Engaged members. Four at-large members are appointed by the City Council.

3. With the exception of the Get Engaged program position, whose term is governed by Chapter 3.51, the term of a member is two years. A member is eligible for reappointment to one additional two-year term. A member may serve again after a hiatus of at least four years. Any vacancy in an unexpired term shall be filled in the same manner as the

original appointment. If a person is appointed to fill the duration of an unexpired term, then that term shall count as one of the two consecutive terms only if the portion of the unexpired term actually served is at least one year. A member whose term is ending may continue on an interim basis as a member with voting rights until such time as a successor for that position has been appointed or confirmed by the City Council.

4. All members serve without compensation.

B. The duties of CTAB are as follows:

1. To study and make recommendations to the Mayor, the Department of Information Technology, and the City Council on issues referred to CTAB by the Mayor or Councilmembers relating to information and communications technology. CTAB members may also bring forward for consideration other issues of community-wide interest relating to information and communications technology if doing so does not conflict with issues referred by the Mayor, the Department of Information Technology, or City Council;

2. Regarding information and communications technology issues, to conduct research, hearings, and workshops, to make written recommendations, and to report its findings and recommendations to the Mayor and City Council; and

3. To perform such other duties as may from time to time be appropriate and approved by resolution of the City Council.

C. CTAB shall be staffed by an employee of the Department of Information Technology or other designee of the Chief Technology Officer who shall serve as Secretary to the Board.

## **Repealed Chapter 18.14**

### **Chapter 18.14 SURVEILLANCE CAMERAS IN SEATTLE PARKS**

#### **18.14.010 Statement of Purpose.**

The purpose of this chapter is to authorize a limited program regarding the installation and use of surveillance cameras in Seattle parks and to establish City policies regarding the installation and use of such cameras. The policies described in this chapter apply to cameras as defined in this chapter. Unless specified otherwise in a particular policy, the policies contained in this chapter apply to all persons employed by the City of Seattle, including agents retained on a temporary, contract, or voluntary basis.

#### **18.14.020 Definitions.**

A. "Cameras" means surveillance cameras installed for the primary purpose of recording activity that takes place in outdoor areas in City parks. "Cameras" does not include surveillance cameras installed to record activity on City property other than parks, cameras installed in police cars, cameras installed along public rights of way intended to record traffic violations, and cameras that are intended primarily to record activity in the interiors of or at the entrances to City buildings, including buildings located within City parks.

B. "Live monitoring" means a person viewing images live in real time as they are being captured and recorded by a camera.

C. "Active monitoring" means a person manipulating the point and zoom features of a camera in live monitoring mode in order to focus the camera on a particular person.

D. "Baseline setting" means the default position a camera is placed in whenever it is used for passive monitoring. The baseline settings established for individual cameras may include placing the camera in panning mode.



E. "DPR" means the City of Seattle's Department of Parks and Recreation, for the purposes of this chapter.

F. "DoIT" means the City of Seattle's Department of Information Technology, for the purposes of this chapter.

G. "SPD" means the Seattle Police Department, for the purposes of this chapter.

**18.14.030 Surveillance Camera Program—Authorization.**

DPR and DoIT are authorized to operate surveillance cameras along 23rd Avenue at the Garfield Community Center and Medgar Evers Pool. Additional ordinance authority is required to install cameras in other City parks or to install additional cameras at the Garfield Community Center and Medgar Evers Pool.

**18.14.040 City Policies Regarding the Installation and Use of Cameras.**

A. Cameras are authorized to record video only and are not authorized to record audio.

B. In order to inform the community of the intended installation and to seek public comment, DPR shall convene, prior to installation, a community meeting for each park in which the installation of cameras is proposed under the pilot project.

C. Cameras are installed to primarily record activity that takes place on public property. It is not a violation of this policy if cameras incidentally record activity that occurs on private property.

D. Within 20 feet of each camera that is installed, DPR shall prominently post at least one sign informing the public about the presence of the camera. The signs must be legible from a distance of at least 20 feet.

E. SPD personnel shall identify an appropriate baseline setting for each camera. SPD shall also provide the City Council's Parks and Seattle Center Committee, or its successor

Committee, with a description of each camera's baseline settings whenever its existing baseline settings are changed.

F. The cameras and related equipment shall be the property of DoIT.

G. A monitor for the cameras and the controls that enable active monitoring shall be located in SPD's 911 Center.

H. Up to one additional monitor may be located at a DPR facility and at a DoIT facility.

**18.14.050 City Policies Regarding Video Recordings Created by the Cameras.**

A. The cameras may record images continuously twenty-four (24) hours per day, seven days per week.

B. Recordings shall be the property of DPR.

C. The administrative purposes served by recordings created by these cameras will typically be completed within fourteen (14) days. Cameras and equipment shall therefore normally be set to automatically record over previously recorded video recordings after a period of fourteen (14) days.

D. Authorized DPR and DoIT employees may under the following circumstances view video recordings, override or extend the automatic fourteen-day period, or retain a copy of a video recording:

- 1) in order to comply with a court order, the Washington Public Records Act, discovery requirements in a legal proceeding, or other applicable law;
- 2) as part of a criminal, civil, or administrative investigation;
- 3) to evaluate the video recording for possible use in a criminal, civil, or administrative legal proceeding in which the City is, or is reasonably expected to become, a party; and,

4) for system training, testing, maintenance, or repair.

E. A DPR or DoIT supervisor must authorize the viewing of video recordings by DPR or DoIT personnel.

#### **18.14.060 Policies Regarding Live Monitoring of the Cameras.**

A. Only SPD personnel are authorized to utilize the cameras for live monitoring, including for active monitoring:

1. When SPD has a reasonable suspicion to believe that any criminal activity, whether felony, gross misdemeanor, or misdemeanor, may be in progress within the area visible from the camera;
2. As part of an ongoing investigation into criminal activity that SPD has a reasonable suspicion to believe has occurred within the area visible from the camera; or
3. During a state of emergency declared by the Mayor as provided in applicable law.

B. SPD or DoIT personnel are authorized to use the cameras for live monitoring, including for active monitoring for system training, testing, maintenance, or repair.

C. A SPD supervisor must authorize SPD personnel to utilize a camera for live monitoring, including for active monitoring.

#### **18.14.070 Policy Prohibiting SPD Active Monitoring for An Improper Purpose.**

SPD personnel shall not actively monitor a camera in order to focus the camera on a particular person based solely on the person's race, color, age, sex, marital status, sexual orientation, gender identity, political ideology, creed, religion, ancestry, national origin, or the presences of any physical disability. This section is not intended to limit:

1) incidental live monitoring of any person or object in view of the cameras when the camera is focused on a permitted subject; or

2) focusing active live monitoring on a possible suspect, witness, victim, or other person based upon the suspect, witness, victim, or other person's reported description or characteristics.

**18.14.080 Policies Regarding Access to Recordings Created by the Cameras.**

A. Except as permitted by SMC Section 18.14.050, only SPD personnel may view the video recordings created by the cameras:

1. When SPD has a reasonable suspicion to believe that any criminal activity, whether felony, gross misdemeanor, or misdemeanor, may be in progress within the area visible from the camera;

2. As part of an ongoing investigation into criminal activity that SPD has a reasonable suspicion to believe has occurred within the area visible from the camera; or

3. During a state of emergency declared by the Mayor as provided in applicable law.

B. SPD or DoIT personnel may view the video recordings created by the cameras for system training, testing, maintenance, or repair.

C. A SPD supervisor must authorize the viewing of video recordings by SPD personnel.

**18.14.090 Recordkeeping.**

A. DPR and DoIT shall maintain a log recording the date, time, and duration of the video recording(s) reviewed; the names, titles, and signatures of the personnel involved, including the authorizing supervisor; and the reason(s) for viewing the video whenever department personnel view video recordings.

B. SPD shall maintain a log recording the date, time, and duration of the video viewed; the names, titles, and signatures of the personnel involved, including the authorizing supervisor; and the reason(s) for viewing the video whenever department personnel view video recordings or conduct live monitoring of a camera, including active monitoring.

C. The log entries provided for in this section shall be retained by the City for one full year following the end of the calendar year in which an entry is added to the log. Authorized SPD personnel may, under the following circumstances, override or extend the retention period for log entries: 1) in order to comply with a court order, the Washington Public Records Act, discovery requirements in a legal proceeding, or other applicable law; 2) as part of a criminal, civil, or administrative investigation; or 3) to evaluate the log books for possible use in a criminal, civil, or administrative proceeding in which the City is, or is reasonably expected to become, a party.

#### **18.14.100 Evaluation of Surveillance Camera Program.**

SPD and DPR shall report annually to the Parks and Seattle Center Committee, or its successor committee, on the outcomes of the surveillance camera program. For each City park where cameras are installed, SPD shall annually provide a summary of crime statistics for the preceding calendar year and a comparative analysis of historical crime data covering a period of at least five years for inclusion in the report. SPD shall also document how many crime investigations benefitted from the use of the cameras in the preceding calendar year. The report shall also include a qualitative discussion of public perceptions of safety within the viewable area of the cameras. DPR will be responsible for completing the qualitative component of the report. Public input for the qualitative component shall be collected by DPR staff via an annual survey, public meeting, or other appropriate means identified by DPR staff and approved by the Chair of the

Council's Parks and Seattle Center Committee. DPR shall be responsible for delivering the report to the Council by no later than January 31 of each calendar year, beginning in 2012.

**18.14.110 No Effect on Admissibility.**

Neither compliance with nor a failure to comply with the policies contained in this chapter shall affect the admissibility of video recordings as evidence in criminal, civil, or administrative proceedings.

**18.14.120 Civil Liability.**

A. Subject to the limitations of this section, a person shall have a right of action against the City based on this chapter for damages up to Five Hundred Dollars (\$500.00) proximately caused by a willful and deliberate violation of the provisions of SMC 18.14.070.

B. No cause of action may be based upon the activity of departmental personnel in complying with a court order, or an action authorized by this chapter.

C. The City reserves all defenses at law consistent with this chapter, including but not limited to consent, privilege, participation, and waiver, and as to departmental personnel or a City official, any defense arising in the employer/employee or principal/agent relationship.

D. No cause of action may be based upon this chapter against the Mayor, the City Council, any City department head, any departmental personnel, or any other City officer or employee, individually, for any action or omission made in good faith in the scope and course of his or her duties. In the event such a lawsuit is brought against a City officer or employee, individually, for such an action or omission, and the officer or employee cooperates fully in defense of the lawsuit, the City Attorney may represent the individual and defend the litigation. If the claim is deemed a proper one or judgment is rendered against the City officer or employee

individually, the judgment shall be paid by the City in accordance with its procedures for the settlement of claims and payment of judgments.

**18.14.130 Employee Discipline.**

Any City personnel who violates policies contained in this chapter, or any implementing rule or regulation, may be subject to the disciplinary proceedings and punishment authorized by the City Charter, Article XVI.

For City personnel who are represented under the terms of a collective bargaining agreement, this section prevails except where it conflicts with the collective bargaining agreement, any memoranda of agreement or understanding signed pursuant to the collective bargaining agreement, or any recognized and established practice relative to the members of the bargaining unit.

**SUMMARY and FISCAL NOTE**

<b>Department:</b>	<b>Contact Person/Phone:</b>	<b>Executive Contact/Phone:</b>
Mayor's Office	Chris Potter 386-1576	Catherine Cornwall 684-8725

**1. BILL SUMMARY**

**Legislation Title:** AN ORDINANCE relating to certain functions of the executive branch of City government; creating a Seattle Information Technology Department; establishing the powers and duties of the new department; abolishing the Department of Information Technology and transferring functions currently performed by that department; transferring functions currently performed by other departments in the executive branch; making provisions for transition; adding Chapter 3.23; repealing Chapters 3.22 and 18.14; and amending Sections 3.39.020, 4.13.010, 5.09.020, 10.02.060, 15.32.300, and 21.60.040 of the Seattle Municipal Code.

**Summary and background of the Legislation:** This legislation consolidates most information technology services in the City into a new Seattle Information Technology Department (Seattle IT), abolishes the old Department of Information Technology (DoIT), and makes associated changes to the Seattle Municipal Code.

Currently, Seattle municipal government follows a largely decentralized strategy for providing information technology service. Many departments independently develop, implement and expand new technology to support their department mission. In addition, DoIT provides certain infrastructure services to multiple departments. Of the roughly 750 information technology employees in the City, 228 work for DoIT, and the rest work for other departments.

This current decentralized strategy leads to duplicative and contradictory investments in technology by different City departments, and very little comprehensive planning effort. There are multiple service desk, desktop support and network infrastructure groups, each with associated and duplicative operational systems. Not only do duplicate systems waste resources, but separate service organizations miss opportunities to share best practices and take advantage of scale to improve technical depth, response time and coverage. Application investments are not currently coordinated, missing the opportunity for common platforms.

With the reality of finite budgets and increasing demand for technology, the City needs to find ways to increase its capacity to deliver technology within existing staffing and resource levels. By bringing together IT employees from across departments and moving to a new delivery model, the City can better leverage its collective strengths and meet the growing demand for innovative technology solutions. The consolidation effort is designed to:

- Create capacity to deliver on the most important technology projects in the City within current levels of staffing
- Establish consistent standards and priorities for IT investments



- Make IT a strategic business partner, enabling the delivery of IT solutions for a safe, affordable, vibrant and innovative city
- Protect our resources from threats, especially related to security and privacy risks
- Develop our workforce to evolve with technology, helping us to continually deliver technology solutions to meet the City's objectives.

The expertise, business knowledge and working relationships of technology staff are the foundation of great service, and the deliberate pace of the transition plan honors how technology employees work today. While budgeted positions will transfer from originating departments to Seattle IT next April, reporting relationships for most people will not change at that time. Employees will continue to work where they currently work, doing the same work they are currently doing, and generally reporting to their current supervisors. In most departments, the lead information technology manager in that department will report to the deputy CTO, and continue to work closely with their originating department to coordinate services for that department. This strategy provides continuity of expertise and business knowledge to departments, while allowing Seattle IT to begin deeper coordination across departments.

Over the remainder of 2016, Seattle will gradually and carefully bring together staff working on some infrastructure functions—such as Service Desks, Network and Desktop support, Security support, and similar functions. How each service will be integrated will depend on the details of the functions and will be guided by knowledgeable staff from across City departments who can help bring best practices to each activity.

During 2017, Seattle IT will functionally integrate city-wide and department applications development, GIS, and Web services. By the end of 2018, with the integration of Application Operations and Support, the consolidation will be complete.

Consolidation doesn't necessarily mean that staff will relocate or have a different reporting structure—there are strong arguments for keeping some IT employees with deep knowledge of their departments' business functions located close to the customers they serve. But it does mean that work will be performed in a more standardized way with deeper common reservoirs of expertise and support.

The 2016 Proposed Budget includes appropriations for two departments; in general, DoIT appropriations reflect current DoIT operations for the first three months of the year as well as all proposed changes to DoIT's budget, and Seattle IT appropriations reflect the operations of the consolidated department beginning on April 6, 2016. Because Seattle IT has many more employees than DoIT, the Seattle IT budget is bigger than DoIT's on an annualized basis. However, this change is a transfer of staff between departments and there is very little change in total City expenditures for information technology as a result of consolidation.

This consolidation ordinance makes no appropriations. It does make the changes to Seattle Municipal Code necessary to abolish the Department of Information Technology (DoIT) and

create the Seattle Information Technology Department (Seattle IT). It also transfers information technology positions in Executive departments to the new Seattle IT. Only Executive departments are affected by this consolidation; departments directed in a manner independent of the Mayor, including departments led by other elected officials and the Seattle Public Library, are not included in this consolidation. The following table shows the count of positions, including both temporary and permanent positions, transferring from Executive departments to Seattle IT:

<b>Department Name</b>	<b>No. of Positions (regular employees)</b>	<b>No. of Temporary Employees</b>	<b>Dept. Total</b>
Office of Arts and Culture	1		1
Dept. of Information Technology	207	21	228
Department of Neighborhoods	1 (part-time)		1 (part-time)
Department of Planning & Development	26	4	30
Finance & Administrative Services	34	6	40
Fire Department	20		20
Human Services Department	11		11
Office for Civil Rights	1		1
Office of Housing	1		1
Parks Department	12	1	13
Police Department	20	1	21
Seattle Center	7		7
Seattle City Light	104	31	135
Seattle Dept of Transportation	24	1	25
Seattle Public Utilities	107	12	119
<b>Total</b>	<b>576</b>	<b>77</b>	<b>653</b>

Seattle IT will not include all Executive employees in information technology job titles. For example, those employees that operate and maintain utility Supervisory Control and Data Acquisition (SCADA) systems will remain in those departments because of the tight integration with utility infrastructure. Also, because of issues associated with the consent decree for the Seattle Police Department, Police applications development will remain in the Police Department at this time.

In the future, other departments or department units could choose to receive services from Seattle IT.

## **2. CAPITAL IMPROVEMENT PROGRAM**

\_\_\_\_\_ This legislation creates, funds, or amends a CIP Project.

## **3. SUMMARY OF FINANCIAL IMPLICATIONS**

**X This legislation does not have direct financial implications.**

### **3.c. Positions**

**\_\_\_\_\_ This legislation adds, changes, or deletes positions.**

Position Notes: This ordinance transfers 576 permanent positions and 77 temporary employees from Executive departments, including DoIT, to the new Seattle IT, as described in the summary section of this document.

### **4. OTHER IMPLICATIONS**

**a) Does the legislation have indirect or long-term financial impacts to the City of Seattle that are not reflected in the above?**

IT consolidation is expected to increase the efficiency with which IT services are provided in the long term, and allow IT effort to be repurposed to address unmet needs. While this ordinance makes no appropriations, the following City-wide net fiscal impacts are associated with IT consolidation aspects of the 2016 Proposed Budget:

- The 2016 budget includes \$1,134,000 in one-time costs associated with the consolidation, including \$500,000 for space planning and move costs included in 2016 IT rates and cost allocations, and \$634,000 in process redesign support costs funded from Information Technology Fund balances.
- The 2016 budget includes about \$124,000 for 1.0 FTE of increased financial analyst support for the consolidated department funded by rates and cost allocations. These expenses are expected to be on-going.
- The 2016 budget includes \$239,000 for 1.0 FTE permanent position and 1.0 FTE term-limited position in additional human resources support for Seattle IT. The cost of these positions will be recovered through charges to Seattle IT customers, and are designed to be cost-neutral city-wide in 2016.

This addition was necessary because over 400 IT staff from departments other than DoIT will transfer to Seattle IT, and Seattle IT needs about 4.0 FTE in human resources employees to support them. 2.0 FTE in human resources support was included as transfers of existing staff from large departments (one each from Seattle Public Utilities and Seattle City Light), but it was not reasonable to transfer human resources staff from departments from which few IT employees were transferring. As a result, the 2016 budget adds 2.0 FTE for human resources support work, one of which is term limited in anticipation that human resources workload may decline after consolidation is complete. Citywide, the 2016 proposed budget is arranged so that human resources staffing changes do not increase total costs. The cost of all 4.0 FTE will be billed to each customer department as an overhead fee on the direct labor costs of the employees who originated with that department. SPU and SCL retain the budget for the HR

employees transferring from them, so they have the budget required to pay the overhead fee. Other department budgets were not increased to account for this fee, which means that costs will be borne through IT vacancy or offsetting reductions elsewhere in department budgets. The expected cost of Seattle IT human resources support is about \$1,100 per transferred IT employee.

**b) Is there financial cost or other impacts of not implementing the legislation?**

Without this legislation, goals of increasing IT efficiency, improving information security, and deepening the technical expertise of IT staff will not be met.

**c) Does this legislation affect any departments besides the originating department?**

This legislation affects virtually all Executive departments, including the Office of Arts & Cultural Affairs, Seattle Center, the Department of Information Technology, the Department of Neighborhoods, the Department of Planning & Development, the Parks Department, Finance and Administrative Services, the Human Services Department, the Office for Civil Rights, the Office of Housing, Seattle City Light, the Seattle Department of Transportation, the Fire Department, the Police Department, and Seattle Public Utilities. Information technology employees will transfer from these departments to the new Seattle IT department. In 2016, the cost of IT services to these departments (with the exception of DoIT) is not affected by consolidation: department costs literally reflect the pre-consolidation organizational structure. In the future, minor shifts in cost allocation may occur between departments to reflect new processes of rate setting and cost allocation for consolidated services. Citywide, consolidation is expected to provide more service for the same total cost. Over time, the nature of expenditure items will shift from current practice – for example, where software licensing costs now appear in customer department budgets as line items, in the future, these costs will typically appear in the Seattle IT budget, and customer departments will pay their share through an interfund payment to Seattle IT. Again, these changes will improve pricing power and cost management, but are not expected to cause a substantial shift in total IT costs between customer departments.

**d) Is a public hearing required for this legislation?**

No.

**e) Is publication of notice with *The Daily Journal of Commerce* and/or *The Seattle Times* required for this legislation?**

No.

**f) Does this legislation affect a piece of property?**

No.

**g) Please describe any perceived implication for the principles of the Race and Social Justice Initiative. Does this legislation impact vulnerable or historically disadvantaged communities?**

Consolidation is not expected to have any significant impact on vulnerable or historically disadvantage communities. As IT best practices are implemented Citywide, IT service

levels and information security will improve. These improvements should generally improve City service delivery, including improving services to disadvantaged communities.

**h) If this legislation includes a new initiative or a major programmatic expansion: What are the long-term and measurable goals of the program? Please describe how this legislation would help achieve the program's desired goals.**

One of the best practices that this consolidation will implement Citywide is the collection of measurements of IT performance. A success factors and metrics transition team is working to identify appropriate best practices so that Seattle IT can demonstrate its performance to its customers.

**i) Other Issues:**

**List attachments below:**

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**STATE OF WASHINGTON -- KING COUNTY**

--SS.

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331452

No. 124914,915,916,918,919,20

CITY OF SEATTLE, CLERKS OFFICE

**Affidavit of Publication**

The undersigned, on oath states that he is an authorized representative of The Daily Journal of Commerce, a daily newspaper, which newspaper is a legal newspaper of general circulation and it is now and has been for more than six months prior to the date of publication hereinafter referred to, published in the English language continuously as a daily newspaper in Seattle, King County, Washington, and it is now and during all of said time was printed in an office maintained at the aforesaid place of publication of this newspaper. The Daily Journal of Commerce was on the 12<sup>th</sup> day of June, 1941, approved as a legal newspaper by the Superior Court of King County.

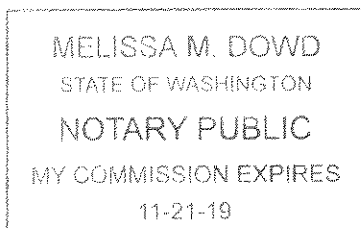
The notice in the exact form annexed, was published in regular issues of The Daily Journal of Commerce, which was regularly distributed to its subscribers during the below stated period. The annexed notice, a

CT:TITLE ONLY ORDINANCES

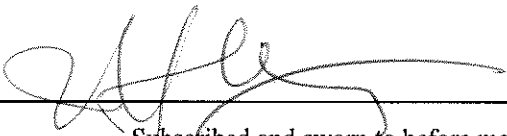
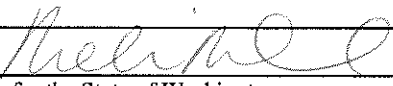
was published on

12/15/15

The amount of the fee charged for the foregoing publication is the sum of \$139.50 which amount has been paid in full.



Affidavit of Publication

  
\_\_\_\_\_  
Subscribed and sworn to before me on  
12/15/2015  
  
\_\_\_\_\_  
Notary public for the State of Washington,  
residing in Seattle

State of Washington. King County  
City of Seattle  
Title Only Ordinances

The full text of the following legislation, passed by the City Council on November 23, 2015, and published below by title only, will be mailed upon request, or can be accessed at <http://clerk.seattle.gov>. For information on upcoming meetings of the Seattle City Council, please visit <http://www.seattle.gov/council/calendar>. Document Type Contact: Office of the City Clerk at (206) 684-8344.

Ordinance 12491

AN ORDINANCE relating to the drainage and wastewater system of The City of Seattle; adopting a system or plan of additions and betterments to and extensions of the existing drainage and wastewater system; authorizing the issuance and sale of drainage and wastewater revenue bonds, in one or more series, for the purposes of paying part of the cost of carrying out that system or plan, providing for the reserve requirement, and paying the costs of issuance of the bonds; providing for certain terms, conditions, covenants and the manner of sale of the bonds; describing the lien of the bonds; creating certain accounts of the City relating to the bonds; ratifying and confirming certain prior acts; and amending certain definitions set forth in the Omnibus Refunding Bond Ordinance relating to drainage and wastewater refunding revenue bonds.

Ordinance 124915

AN ORDINANCE relating to the solid waste system of The City of Seattle; amending Ordinance 121940, as amended by Ordinance 122498, to conform Ordinance 121940 to reflect changes recently made by the City to update its standard form of bond ordinance; and ratifying and confirming certain prior acts.

Ordinance 124916

AN ORDINANCE relating to the electric system of The City of Seattle; authorizing the issuance and sale of municipal light and power revenue bonds for the purposes of providing funds for certain additions and betterments to and extensions of the existing municipal light and power plant and system of the City, paying the costs of issuance of those bonds and providing for the reserve fund requirement; providing for the terms, conditions, covenants and manner of sale of those bonds; describing the lien of those bonds; ratifying and confirming certain prior acts; and amending certain definitions set forth in the Omnibus Refunding Bond Ordinance relating to municipal light and power revenue bonds.

Ordinance 124918

AN ORDINANCE related to fees and charges for permits and activities of the Department of Planning and Development; amending Seattle Municipal Code Sections 22.900B.010 and 22.900C.010.

Ordinance 124919

AN ORDINANCE establishing a new Office of Planning and Community Development and a new Seattle Department of Construction and Inspections; abolishing the Department of Planning and Development; and amending the Seattle Municipal Code to implement those organizational changes and make technical revisions; all by a 2/3 vote of the City Council.

Ordinance 124920

AN ORDINANCE relating to certain functions of the executive branch of City government; creating a Seattle Information Technology Department; establishing the powers and duties of the new department; abolishing the Department of Information Technology and transferring functions currently performed by that department; transferring functions currently performed by other departments in the executive branch; making provisions for transition; adding Chapter 3.23; repealing Chapters 3.22 and 18.14; and amending Sections 3.39.020, 4.13.010, 5.09.020, 10.02.060, 15.32.300, and 21.60.040 of the Seattle Municipal Code.

Date of publication in the Seattle Daily Journal of Commerce, December 15, 2015.

12/15(331452)